

MSS BOARD MINUTES

APRIL 14th 2011

Kate's house

Helena acting as Secretary

Present: Helena Morris, Marijke de Vries, Bobann Fogard, Chris Vincent, Chris Baptiste, Barabara Helde, Ashley Wiggin, Kate Riordan

Absent: Kathryn Minturn, Sarah Coyle

Visiting: Terrell Aldridge, Bonnie Anderson, Lucinda Kidder, Brandy Rinck

Previous Action Items

1. Kate sent letterhead to all board members.
2. Kathryn forwarded bylaws to Bobann
3. Bobann updated bylaws – brought draft
 - a. WAC says we need a minimum of 8 board members to be exempt from sales tax. Right now the bylaws only stipulate 3 board members. Move to increase to 8. Unanimously passed.
4. Kathryn sent Sen. Ctr. Liaison description to Chris B.
5. Kate talked to Russ Re: number of posters, flyers, and programs. This task will be performed by Concert Coordinator in the future.
6. Kathryn looked into previous board minutes for info. re: number of publicity materials.
7. Sarah checked into the possibility of getting chef and room for fundraising activity.
8. Helena will make pie chart to show allocation of donations: in progress.
9. Kathryn put notices in gazette re: snail mail and researching grants.

Treasurer's Report – Bobann

Breaking even year to date.

Task List – Barbara

In good shape. After 5/1 we will confirm our Shilshole picnic date.

Procedure Manual – Chris B.

New updates have been sent to Lynn.

Membership – Helena

?

Grant Committee Update – Lucinda, Sue, Terrell

Chris V. says to focus on Civic Partners grant. Russ and Chris V. have archival materials. How much do we want and why?

Rummage Sale – Barb taking this on

Advertising – Brandy

Should we advertise in:

The Stranger (\$25 for one week) to be submitted by May 13th

The Ballard News Tribune (\$15 for a week) to be submitted by 9 AM May 12th

The Queen Anne and Magnolia News Weekly (\$15 for one week) to be submitted by May 9th.

Yes to all three.

Chorus America – Chris V., All

Board will pay registration fee of \$380 so Chris can attend.

Summer Event – Chris V., All

Will be held 2nd week of August or September, the week after Labor Day.

Details and Questions:

Do we need a special project/outreach manager, part-time executive director, sound equipment, a sound engineer?

Five to eight pieces will need to be purchased. Can we borrow music? Who will pay for it? \$500 to \$700 will need to be spent. Bill will come due in July.

Classifieds – Kathryn (in absentia)

Board ok'd this idea. Kathryn will manage.

Web Page – from Grace

Leave alone – good enough as it – put it in grant.

New Business – All

Bobann moves that part of concert proceeds should go to the Japanese tsunami victims. Passes unanimously.

Chris B. presents a possible fundraiser of Regal Theater tickets – will investigate.

Action Items – All

1. Bobann creates form – gives it to Roger.
2. Pie Party – bring desserts – present pie chart – put in gazette (Kathryn)
3. Barbara check in with St. Luke's re: rummage sale space. First 2 weeks of Oct. Friday PM and Saturday All Day. Chris V. create attendance bell curve for grant writers.
4. Check with Eileen for previous grant info on-line
5. Lucinda – small blurb for gazette (Kathryn) re: grant
6. Brandy – posts a publicity piece for the gazette.
7. Chris B. – checks into theater tickets

8. Kathryn will put notice in gazette for grant info., procedure manual entries and Terrell's pictures.
9. Kathryn will create guidelines for classifieds and introduce them in the gazette.